



C A L I F O R N I A D E P A R T M E N T O F

Mental Health

www.dmh.ca.gov

CONTINUOUS EXAMINATION OPEN SPOT EXAMINATION FOR METROPOLITAN, NAPA AND PATTON STATE HOSPITALS

PHYSICAL THERAPIST I, DEPARTMENTS OF MENTAL HEALTH AND DEVELOPMENTAL SERVICES

The Department of Mental Health is an Equal Employment Opportunity employer committed to ensuring the rights of every applicant and employee to work in an environment free from unlawful discrimination and harassment and without regard to race, color, sex/pregnancy, gender, age (40 and above), religion, marital status, national origin, ancestry, disability (mental and physical, including HIV/AIDS), medical condition (i.e., cancer or genetic characteristics), political affiliation or opinion, or sexual orientation.

It is the objective of the State of California to achieve a drug-free state workplace. Any applicant for State employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing civil service, and the special trust placed in public servants.

EXAMINATION TYPE

This is an open spot examination for the Department of Mental Health, Metropolitan, Napa, and Patton State Hospitals. Examination and/or Employment Applications will not be accepted on a promotional basis. Career credits do not apply.

HOW TO APPLY

Please submit an Examination and/or Employment Application (STD. 678) form to the address indicated below. **DO NOT SUBMIT EXAMINATION AND/OR EMPLOYMENT APPLICATION FORMS TO THE STATE PERSONNEL BOARD.**

NOTE: All Examination and/or Employment Application forms must include: "to" and "from" dates (month/day/year); time base; and civil service class titles. Examination and/or Employment Application forms received without this information will be rejected. Resumes will not be accepted in lieu of a completed Examination and/or Employment Application (STD. 678) form.

WHERE TO APPLY

MAIL OR HAND DELIVER EXAMINATION AND/OR EMPLOYMENT APPLICATION FORMS TO:

**METROPOLITAN STATE HOSPITAL
SELECTION SERVICES UNIT
11401 SOUTH BLOOMFIELD AVENUE
NORWALK, CA 90650
(562) 863-7011**

**NAPA STATE HOSPITAL
PERSONNEL OFFICE
2100 NAPA – VALLEJO HIGHWAY
NAPA, CA 94558-6293
(707) 253-5611**

**PATTON STATE HOSPITAL
HUMAN RESOURCES – EXAMS / HIRING
3102 EAST HIGHLAND AVENUE
PATTON, CA 92369
(909) 425-7000 / TDD (909) 862-5730**

EXAMINATION ELIGIBILITY LIMITATION

A candidate may be tested only once during any testing period. The testing period for this classification is once every 12 months. If you have taken an examination for this classification with the Department of Mental Health, Atascadero, Coalinga, Metropolitan, Napa or Patton State Hospitals or with Salinas Valley or Vacaville Psychiatric Programs, within the last 12 months, you are not eligible to compete in this examination.

FINAL FILE DATE

Continuous Testing – No Final File Date. Testing is considered continuous as dates can be set at any time.

SEE REVERSE SIDE FOR ADDITIONAL INFORMATION

PHYSICAL THERAPIST I, DMH & DDS

TP45/8315

Final Filing Date: Continuous

**SPECIAL TESTING
ARRANGEMENTS**

If you have a disability and need special testing arrangements, mark "yes" on Question #2 on the Examination and/or Employment Application form. The Selection Services Unit will contact you to make special testing arrangements.

**IDENTIFICATION
REQUIRED**

Note: Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.

EXAMINATION DATES

Qualifications Appraisal: Interviews are scheduled as conditions warrant. Candidates are notified, by mail, a minimum of two (2) weeks prior to their scheduled interview..

SALARY RANGE

\$3,554 - \$4,650

The salaries used in the bulletin may not reflect all pay raises or any additional bonuses. You should verify the salary level(s) with the department personnel office before making any commitments

**REQUIREMENTS FOR
ADMITTANCE TO THE
EXAMINATION**

It is your responsibility to make sure you meet the education and/or experience requirements stated on this announcement on the date you submit your application. Your signature on your Examination and/or Employment Application form indicates that you have read, understood, and possess the basic qualifications required.

NOTE: All applicants must meet the education and/or experience requirements for this examination by the testing deadline established by the testing office.

**MINIMUM
QUALIFICATIONS**

Qualifying experience may be combined on a proportionate basis if the requirements stated below include more than one pattern and are distinguished as "Either" **I**, "or" **II**, "or" **III**, etc. For example, candidates possessing qualifying experience amounting to 50% of the required time of Pattern I, and additional experience amounting to 50% of the required time of Pattern II, may be admitted to an examination as meeting 100% of the overall experience requirement.

Possession of the legal requirements for the practice of physical therapy in California as determined by the California Board of Medical Quality Assurance. (Applicants may be admitted to the examination prior to meeting these requirements, but the Board of Medical Quality Assurance must determine that all legal requirements have been met before candidates will be eligible for appointment.)

**SPECIAL PERSONAL
CHARACTERISTICS**

Willingness to work in a State hospital or institution; tact; high moral standards; reliability; ability to handle stressful situations and freedom from communicable diseases.

**DRUG TESTING
REQUIREMENT**

Applicants for positions in this class are required to pass a drug screening test. Testing of current employees who are applicants in an examination or who are transferring is permitted only if the person does not have a current appointment to a class for which drug testing is a requirement.

POSITION DESCRIPTION

Incumbents in this class administer active, passive, and resistive therapeutic exercises and local or general massage, muscle training and corrective exercises, and coordination work; administer hydrotherapy treatments; assist in administering various types of electrotherapy including ultraviolet, infrared, diathermy and inductothermy; teach parents of hospitalized children exercises which are to be continued at home and interpret to them the significance of physical therapy services; instruct clients in walking, standing, balance, use of crutches, cane, or walker and in the care of braces and artificial limbs; demonstrate plans for the construction of home equipment such as walkers and wheelchairs, and assist parents in planning their construction; take pulse, temperature, weights, and measurements of clients; observe clients undergoing treatment and report unusual occurrences and physical condition of clients to medical officers and supervisors; attend clinics and keep clinical notes and records and make reports; maintain the treatment room and equipment in sanitary condition; order necessary equipment and supplies.

POSITION LOCATION(S)

Positions exist at Metropolitan, Napa, and Patton State Hospitals.

**EXAMINATION
INFORMATION**

This examination will consist of a Qualifications Appraisal Interview weighted 100%. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained. ***Candidates who do not appear for the interview will be disqualified.***

Qualifications Appraisal – Weighted 100%

EXAMINATION SCOPE

Knowledge of:

1. Principles and methods of physical therapy.
2. Operations of therapeutic machines, including ultraviolet, infrared, diathermy, and inductothermy, and the physical effects resulting from such treatment.
3. Skeletal anatomy and the basic pathology involved in diseases or injuries resulting in physical and mental disabilities.

Ability to:

1. Administer various types of physical therapy.
2. Teach the disabled the fundamentals of self-care and other suitable activities.
3. Interpret physical therapy treatments to nurses, attendants, parents and clients, and teach others the treatment which must be continued after hospitalization.
4. Prepare reports and keep records and case histories; analyze situations accurately and take effective action.

ELIGIBLE LIST INFORMATION

Departmental open eligible lists will be established for the Department of Mental Health, Patton State Hospital, Department of Mental Health, Metropolitan, Napa, and Patton State Hospitals. The eligible lists will be used to fill vacancies at Napa and Patton State Hospitals only. Names of successful competitors are merged onto the list in order of final score, regardless of date. Eligibility expires 12 months after it is established, unless the needs of the service and conditions of the list warrant a change in this period.

VETERANS PREFERENCE

Veterans preference credit will be added to the final score of all competitors who are successful in this examination and who qualify for, and have requested, these points.

GENERAL INFORMATION

For an examination without a written feature it is the competitor's responsibility to contact the Department of Mental Health, Selection Services Unit at (916) 654-2351 three weeks after the application deadline date if she/he has not received a progress notice.

If a competitor's notice of oral interview or performance test fails to reach her/him prior to the day of the interview due to a verified postal error, she/he will be rescheduled upon written request.

Examination and/or Employment Application (STD. 678) forms are available at the State Personnel Board, local offices of the Employment Development Department, the Department of Mental Health, and accessible on the internet at www.spb.ca.gov.

If you meet the requirements stated on this bulletin, you may take this examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. Competitors who pass will be ranked according to their scores.

The Department of Mental Health reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

Examination Locations: When a written test is part of the examination, it will be given in such places in California as the number of competitors and conditions warrant. Ordinarily oral interviews are scheduled in Sacramento. However, locations of interviews may be extended as conditions warrant.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on this bulletin.

General Qualifications: Competitors must possess essential personal qualifications including integrity, initiative, dependability, good judgment and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

Veterans' Preference: California law limits the granting of veterans preference credits to entrance examinations. Veterans, widows, widowers, and the spouse of a disabled veteran may qualify for veterans' preference credits in Open entrance examinations (15 points for disabled veteran; 10 points for other veterans). Applicable points will be added to the final score of all candidates who are successful in this examination, and who qualify for, and have requested these points. Due to changes in the law, which were effective January 1, 1996, CURRENT CIVIL SERVICE EMPLOYEES WHO HAVE ACHIEVED PERMANENT CIVIL SERVICE STATUS ARE NOT ELIGIBLE TO RECEIVE VETERANS' PREFERENCE CREDITS. Directions on how to apply for veterans' preference credits are on the Veterans' Preference Application Form (Form 1093) which is available from State Personnel Board Offices, written test proctors, and the Department of Veterans Affairs, P.O. Box 942895, Sacramento, CA 94295-0001.

High School Equivalence: Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways; 1) passing the General Education Development (GED) Test; 2) completion of 12 semester units of college-level work; 3) certification from the State Department of Education, a local school board, or high school authorities that the competitor is considered to have education equivalent to graduation from high school; or 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.

Career Credits: In open, nonpromotional examinations, career credits are granted to: 1) State employees with permanent civil service status, 2) full-time employees of the State who are exempt from State civil service pursuant to the provisions of Section 4 of Article VII of the California Constitution, and who meet all qualification requirements specified by the Board and have 12 consecutive months of service in an exempt position, and 3) individuals who have served one full year in, or are graduates of, the California Conservation Corps (eligibility shall expire 24 months after graduation from the California Conservation Corps). Three points are added to the final test score of those candidates who meet the above criteria, and who are successful in the examination. Such examinations cannot be for managerial positions described in Government Code 3513. Competitors not currently employed in State civil service who have mandatory reinstatement rights may also be eligible for career credits, but they must explain their civil service status in the appropriate section of the Examination and/or Employment Application (STD. 678) form. (Section 4 of Article VII of the California Constitution is posted at the State Personnel Board, 801 Capitol Mall, Sacramento.)

DEPARTMENT OF MENTAL HEALTH

1600 9th Street, Room 121
Sacramento, CA 95814

TDD is a Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD Device.

From TDD Phones: 1-800-735-2929

From Voice Phones: 1-800-735-2922